

9-1-1,3

## Self Assessment – Data, People, Things

<b>Grade Level</b>	Ninth
<b>Minimum Time Required</b>	90 Minutes
<b>Materials/Resources</b>	Handouts
<b>Subject Area(s)</b>	Guidance

### Project Description:

1. It is recommended that the lesson be completed before the ninth grade career interest aptitude assessment is given.
2. Have students complete the following activity shell individually and then share their results with the rest of the class.

<b>Career Development Standard</b>	Understanding of the influence of a positive self-concept.
<b>Career Development Indicator</b>	Identify and appreciate personal interests, abilities, and skills. Demonstrate an understanding of how individual characteristics relate to achieving personal, social, educational, and career goals.
<b>Delivery Level</b>	Review
<b>Academic Standards</b>	
<b>Language Arts</b>	1.1.c use prior knowledge and experience to interpret evaluate, and construct meaning from various text. 1.4.c compile and synthesize information to make reasonable and informed decisions.
<b>Employability/SCANS Skills</b>	Thinking Skills Basic Skills Personal Qualities
<b>Assessment/Rubric</b>	Students will be evaluated on class participation.

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## SELF ASSESSMENT

Self-assessment is the process of knowing oneself. It is taking an inventory of someone's likes, dislikes, skills, abilities, personal characteristics, values, wants and needs. It is the first part of the career planning process. Before clients/students can determine what it is they would like to do in their career, they first need to discover who they are. People change, grow and develop. Therefore it is necessary for everyone to re-assess themselves periodically in relationship to their career goals.

Self assessment includes evaluating one's:

Interests	Personality	Lifestyle
Skills/abilities	Values	

The worksheets and exercises in this section can help individuals synthesize and organize information about themselves.

Activity I. "People, Data, Things, Ideas" -organize students' interests, skills and personality into similar categories of people, data, things, or ideas. The summary sheet the self-assessment to career exploration.

# INTERESTS

Interests are the things you enjoy doing. Your likes and dislikes in your work and hobby activities will help you plan for careers which best match you. The more interest you have in your work, the happier you will be on the job.

The following interest inventory activity will help you organize your likes and dislikes into 4 categories: people, data, things, or ideas.

Directions: In each section (A-D), answer every question with a check in the Yes or No box. When you have answered all the questions, total all the Yes's for each section and fill in the blanks at the bottom of the page.

## A. People



Do you like to:	Yes	No
Entertain a child		
Listen to a friend's personal problems		
Teach someone how to do something		
Help someone who is sick		
Lead a group or club activity		
Work with the public		
Run for an office		
Sell a product		
Total Yes		

## B. Data



Do you like to:	Yes	No
Research a topic of interest to you		
Be treasurer of a club		
Work scientific experiments		
Work with numbers/statistics		
Figure a car's gas mileage		
Balance a bank statement		
Write a computer program		
Total Yes		

## C. Things



Do you like to:	Yes	No
Bake a cake		
Repair car/machinery		
Sew or make crafts		
Build something from wood		
Operate a cash register or calculator		
Operate a computer		
Do landscaping/lawn care		
Operate camera/video equipment		
Total Yes		

## D. Ideas



Do you like to:	Yes	No
Decorate a room		
Write a poem or story		
Publish school yearbook or newspaper		
Write lyrics or a rap		
Paint, draw, watercolor		
Perform or act in school play		
Play musical instrument		
Invent a new product		
Total Yes		

My highest section at this time is \_\_\_\_\_.

My next highest section at this time is \_\_\_\_\_.

## SKILLS AND ABILITIES

Jobs require different skills and abilities. You may not have all the skills or abilities necessary for many occupations, but you do have an aptitude to learn new skills. Aptitudes measure the ease in which you can learn something new.

Directions: In each section (A-D), place a check mark next to the skills you have now. Then go back and place a check mark next to the skills you may not have yet, but feel you could learn with little difficulty. Total the checks made in each section and fill in the blanks at the bottom of the page.

### A. People



Do you have the ability/aptitude for:	Check (✓)
Teaching	
Supervising	
Caring for others	
Host or hosting	
Presiding over meetings	
Leading others	
Listening and counseling	
Selling goods/services	
Total ✓'s	

### B. Data



Do you have the ability/aptitude for:	Check (✓)
Accounting/record keeping	
Statistical work	
Research	
Testing products/ideas	
Investigating problems	
Computer programming	
Working scientific experiments	
Collecting information	
Total ✓'s	

### C. Things



Do you have the ability/aptitude for:	Check (✓)
Repairing things/objects	
Operating machinery or equipment	
Assembling parts	
Using tools	
Cooking/baking	
Operating a sewing machine	
Woodworking	
Construction work	
Total ✓'s	

### D. Ideas



Do you have the ability/aptitude for:	Check (✓)
Writing stories/poems	
Composing music	
Designing new products	
Drawing	
Inventing new products	
Acting, singing	
Playing a musical instrument	
Organizing new clubs or activities	
Total ✓'s	

My highest section at this time is \_\_\_\_\_.  
 My next highest section at this time is \_\_\_\_\_.

## PERSONALITY/TEMPERAMENT

Your personality is a combination of your emotional and behavioral characteristics that make you different from others. Your personality influences how you think, feel and act with different people in different situations.

Different careers relate to different personality traits, also known as temperaments. For example, an outgoing, friendly person who enjoys meeting and talking to people all day would be suited for jobs in sales, customer service or public relations. That is why it is important to consider your personality when choosing careers.

Directions: Think about yourself and your personality when you answer the following questions. In which situations would you prefer the major part of your working day to be involved?

### A. People



Are You/Do you...?	Check (✓)
Cheerful to those around you	
Helpful to friends and family	
Cooperative when working in a group or on a team	
Responsive to needs of others	
A leader/organizer of a group	
Outgoing and enjoy meeting new people	
An influencer of peoples opinions and attitudes	
Understanding and sympathetic to others	
Total ✓'s	

### B. Data



Are You/Do you...?	Check (✓)
Keep organized	
Pay close attention to details	
Prefer to work with numbers and statistics	
Prefer to perform repetitive tasks	
Prefer to work on a set schedule	
Think logically	
Prefer practical ways of doing things	
Total ✓'s	

### C. Things



Are You/Do you...?	Check (✓)
Like to work with precise rules, limits or standards	
Prefer to work with machines and objects rather than people	
Efficient	
Prefer to work alone	
Prefer to work with your hands	
Mechanical	
Inquisitive about what makes something work or run	
Resourceful with materials and methods	
Total ✓'s	

My highest section at this time is \_\_\_\_\_.

My next highest section at this time is \_\_\_\_\_.

### D. Ideas



Are You/Do you...?	Check (✓)
Curious about how and why things are the way they are	
Prefer to have a variety of duties that change often	
Seek new ways of doing things	
Artistic	
Creative	
Prefer to set your own schedule	
Versatile and flexible in activities and behaviors	
Expressive, eloquent in writing, performing or drawing	
Total ✓'s	

## WORK VALUES

Job satisfaction comes from having a job that meets your expectations and satisfies your need for employment. The list below includes a number of things people want or "value" in their job. Not all these values are met each day. However, choosing an occupation which allows most of your work values to be present is important.

Directions: Think about what you want from an occupation. From the list below:

1. Check the values that are MOST important to you.
2. Add any work values not mentioned which are also important to you.
3. Rewrite the list from 1-10. Put what you value most as #1, and proceed do the list to what you value the least, or is not important to you, at the bottom of the list.

### JOB VALUES:

- \_\_\_1. Adventure - working in a job that requires taking risks
- \_\_\_2. Prestige -having an important position
- \_\_\_3. Creativity - finding new ways to doing things
- \_\_\_4. Helping others - working in the assisting and caring of other people
- \_\_\_5. High earnings - being well paid for the standard of living you want
- \_\_\_6. Variety of duties -having several different things to do
- \_\_\_7. Independence - deciding how to do my work
- \_\_\_8. Exercising leadership - being able to direct and influence others
- \_\_\_9. \_\_\_\_\_
- \_\_\_10. \_\_\_\_\_

Prioritize your list: From the values listed above, write what is most important to you on Line 1 down to what is least important to you on Line 10.

- \_\_\_1. \_\_\_\_\_
- \_\_\_2. \_\_\_\_\_
- \_\_\_3. \_\_\_\_\_
- \_\_\_4. \_\_\_\_\_
- \_\_\_5. \_\_\_\_\_
- \_\_\_6. \_\_\_\_\_
- \_\_\_7. \_\_\_\_\_
- \_\_\_8. \_\_\_\_\_
- \_\_\_9. \_\_\_\_\_
- \_\_\_10. \_\_\_\_\_

## RELATED SCHOOL SUBJECTS

**Directions:** What are your best and favorite subjects in school? If you like a subject and do well in it, it may be a good hint about a career or career cluster for you.

<b>If you enjoy the following school subjects:</b>	<b>AND like working with:</b>	<b>You may consider the following occupations.</b>
Language Arts, English, Speech, Debate, Foreign Language, Journalism	People	Lawyer, Minister, Teacher Assistant, Librarian, Legal Assistant, Receptionist, Secretary
Math, Algebra, Geometry, Tech./ Business Math, Trigonometry, Calculus, Computer Science	Data	Accountant, Computer Programmer, Architect, Bookkeeper, Engineer, Electrician
Physical Science, Biology, Chemistry, Physics, Anatomy, Earth Science, Health Occupations	People/Data	Nurse, Chemist, Lab. Tech, Medical Assistant, Physician, Physical Therapist
Social Studies, ELP, U.S. History, World Civilization, Law and Justice, Sociology, Psychology	People	Teacher, Counselor, Police Officer, Social Worker, Lawyer
Art, Commercial Art, Chorus, Band, Orchestra, Drama	Ideas	Interior Designer, Recreation Worker, Commercial Artist, Actor, Actress, Musician
Typing, Keyboarding, Accounting, Business Law, Recordkeeping, Speed Writing, Business Management, Computer Applications	Data	Bookkeeper, Accountant, Secretary, Reservation Agent, Legal Assistant
Drafting, Architecture, Graphics, Carpentry, Wood Tech, Auto Mechanics, Electronics, TV and Radio	Things/Data	Surveyor, Electronics Technician, Architect, Mechanic, Machinist, Carpenter, Printer
Marketing, Merchandising, Advertising, Sales	People	Sales Representative, Buyer, Cashier, Purchasing Agent, Shipping and Receiving Clerk

## SELF ASSESSMENT

Directions: Use the information from Activity 1 to answer the following questions about yourself.

1. INTEREST INVENTORY: My interests were mainly centered around:  
\_\_\_people    \_\_\_data    \_\_\_things    \_\_\_ideas
2. SKILLS AND ABILITIES CHECKLIST: My skills were mainly centered around:  
\_\_\_people    \_\_\_data    \_\_\_things    \_\_\_ideas
3. From my TEMPERAMENT/PERSONALITY CHECKLIST I think of myself as being a type of person.  
\_\_\_people    \_\_\_data    \_\_\_things    \_\_\_ideas
4. TOTAL-    \_\_\_people    \_\_\_data    \_\_\_things    \_\_\_ideas
5. My top three WORK VALUES are:
  1. \_\_\_\_\_
  2. \_\_\_\_\_
  3. \_\_\_\_\_
6. My best and/or favorite: SCHOOL SUBJECTS are:  
\_\_\_\_\_  
\_\_\_\_\_
7. Careers or career clusters that seem to match my characteristics at this time are (see the Career Briefs, Career Choices):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_